

SITE PLAN CONTROL

What is Site Plan Control?

Site Plan Control is a tool under Section 41 of the Planning Act which allows for Municipalities to restrict development until such time that plans and drawings showing certain features of the development have been approved by Council. Council may attach certain conditions to the approval of a Site Plan, including the requirement for a Site Plan Control Agreement. The Municipality's Site Plan Control By-law sets out the specific types of uses that are subject to Site Plan requirements. Site Plan Control does not apply to interior design or interior layout of a building, nor to the manner or standards of construction.

Site Plan Agreement

A Site Plan Agreement may be required as a condition of Site Plan Approval where it is deemed necessary to ensure conditions of approval are met (e.g. through financial security), and/or to detail the provision and ongoing maintenance of facilities, works, or matters required as part of the approval.

Application Process

The application process takes approximately 3-4 months to complete, from submission of application to issuance of approval.

1. The applicant meets with Planning Staff for a pre-consultation meeting.
2. The applicant submits a complete application form to staff, along with drawings showing plan, elevation and cross-section views for each building to be erected.*
3. Planning Staff reviews the application, and circulates it to the Development Review Committee for recommendations.
4. Planning Staff submits Planning Report to Council for Approval.
5. If approved, a Site Plan Control Agreement is prepared and authorized (if required).
6. The Agreement is registered and the applicant can move forward with development.

*Please consult our Site Plan Control By-law for further details. This can be found on our website under the Development & Environmental Services tab "Planning", (Site Plan Approvals Section).

All areas of the Municipality are designated as proposed Site Plan Control areas under the provisions of the Planning Act. Specific uses subject to site plan control shall be identified in the Municipality's Site Plan Control By-law passed under the provisions of the Planning Act.

Please note, no Site Plan Approval is required for:

- Development of buildings and structures used for agricultural purposes;
- Development in the form of a temporary structure that will be erected and used for a maximum of 6 consecutive months, provided the development is located on a property with existing development.

How to Apply

Application forms and accompanying fees are available online at: www.meaford.ca, under the Development & Environmental Services tab "Planning" (Site Plan Approvals Section); or at the front desk of the Municipal Office located at 21 Trowbridge St. West.

Development Review Fee:	
Base Fee	= \$600
+ per unit/per m ² based calculation	
Site Plan Agreement Fees:	
Major	= \$10,000
Minor	= \$1,200
If included with H1 Removal = \$225	
SPA Amendment Fees:	
Major	= \$750
Minor	= \$350
Minor Site Plan Approval	= \$175

Contact Information

If you have any questions, feel free to contact the Planning Department at:

519-538-1060